

TOWN OF HARTLY
P.O. Box 181
HARTLY, DE 19953

MEETING MINUTES

Thursday, June 8th, 2017

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:01 PM.

Council Present:

Suzanne Morris	Ray Morris
Mark Maguire	

Public Attendees:

Jean Bracken	Rebekah Legar

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation.

Jean Bracken led in Pledge of Allegiance.

III. Approval of Previous Minutes/Approval of Tonight's Agenda

Suzanne Morris motioned, Ray Morris 2nd, approval of previous Meeting Minutes. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

Suzanne Morris motioned, Ray Morris 2nd, approval of tonight's agenda. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

IV. Reports

a. Treasury

i. Citizens Bank Account

Deposits \$4,718.22. Expenses \$1,677.02, Balance in account \$23,789.09

ii. Restitution from Richie Casson

No Restitution received since last report

iii. **Delaware State Police Accounting Record**

Paid to DSP \$175.50, Received from Courts \$29.00

iv. **Street Light Impact Fee**

Received to date \$3,400.00, Not Paid \$2,700.00

v. **2016 Property Tax**

Received to date \$2,974.58, Past Due (including Late Fees) \$874.24

Ray Morris motioned Suzanne Morris seconded to accept the Treasury Report.

Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

b. **Building Permits**

- Ray Morris reported No Building Permits Issued this period

c. **Correspondence**

Suzanne Reported:

- Received copy of Hartly Anniversary 1734 – 1984 Booklet. Cathy Samardza obtained an original copy and donated it to Town of Hartly.
- Advertisement for Street Light Signs
- email from Kent County Recorder of Deed Office stating they need a letter for KC to display the 1% Real Estate Tax on the Kent County's Website
- email regarding Tax Collection survey that Suzanne will complete and return
- Kathy Brewer returned mail
- Email from Maryland Transportation requesting additional information regarding the grass ordinance
- Several emails from DLLG regarding their efforts with State Legislation, DE Budget, upcoming meeting dates. One particular email regarding "wells" was referred to Mark and Ray to review.
- Emails on upcoming CENSUS
- DLLG annual dues invoice
- FOIA request regarding paid staff, Suzanne responded to the FOIA request
- Emails from Kelly Smith (Mattress recycle website) and Sarah Jackson (Health Recovery Center website) requesting hyperlinks on our website to their efforts
- Email from Real Estate regarding Coleman property – still on track for settlement.
- Email from DelDOT regarding Road Deterrents (completed this past week)

- Email from CENSUS regarding Department of Commerce past due notice – Suzanne completed and returned.

d. Building Permits

Ray Morris reported that the Town Ordinance Compliance letters were sent out and several have complied, ex. old bank lot, Thompson property. Mark Maguire reported they did receive some phone calls and folks were upset that we sent certified letters, they just wanted to be called. In regards to the old bank property, the owners are deceased and the estate is being handled by one of the daughters, Tommy Ann. Mark does have phone # to contact her. The properties still not meeting ordinance is Family Dollar, Church, and the vacant property across the street. Mark and Ray will provide a new list of properties to send letters to.

V. Unfinished Business

a. Town Council Liability Insurance (proposals/quotes)

Mark Maguire reported no action taken. Suzanne Morris felt \$2,000.00 annually seems quite high for the Town of Hartly to account for with our small budget. Ray motioned to table discussion until August meeting. Suzanne Morris 2nd motion. Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

b. Sidewalks (TAP)

Ray Morris reported the project is still on schedule for starting in 2018. Mark Maguire did speak to DelDOT about putting a cross walk to the Church. DelDOT did not approve since the cross walk would not be at an intersection. Need to check on update for a Fall presentation from DelDOT

c. Street Light Impact (Jan 2017)

Suzanne Morris reported Received \$3,400.00 and \$2,700.00 not yet paid. It was agreed that the past due would be reported on the 2017 property tax invoices. A Town resident inquired about double bill of the Street Light fee, it was explained that the fee was per lot (she owns 2) and not per resident. The resident then paid the fee but asked for consideration to amend the invoice on the one lot that Kent County has sewer line running through. Ray Morris indicated he would check with County records regarding the sewer line and we would discuss at next town meeting.

d. 2016 Property Tax (Past Due)

Suzanne Morris reported past due is \$874.24 past due. Past Due tax amounts and late fees will be included in the 2017 property taxes.

e. Delmarva Power

Suzanne Morris reported the total amount of funds received via fundraising events and donations is \$14,704.13. We have been paying \$260.00 monthly, Ruritan Club donation of \$1,065.00 went direct to Delmarva Electric, and we paid an initial down payment of \$5,000.00, total paid to arrears equals \$8,897.00. The remaining \$5,807.13 of the fundraising monies must be paid to Delmarva Electric past due. Current past due balance is \$12,783.72. Ray Morris motioned to pay the Delmarva Power outstanding electric balance of \$12,783.72. Suzanne Morris 2nd motion. Motion passed.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

f. Delaware State Police/Speeding/Road Signage

Mark Maguire reported he has been working with DSP and scheduling times for DSP to be in town. The schedule for June has been communicated to them. DSP posts the schedule for Officers to sign up for the requested times. Suzanne Morris motioned to continue DSP until Sept 1st except for the timeframe that the DelDOT speed trailer is in town. Ray Morris 2nd motion. Motion passed.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

g. DelDOT – Speed Deterrents

Ray Morris reported that the Speed Deterrents have been completed. There has been one resident complaint that the rumble strips do make a noise which is a nuisance. Mark Maguire will follow up with Senator Lawson regarding purchase of speed signs.

h. Citizen Bank Access/signature updates

Suzanne Morris reported that once the minutes identifying new roles has been provided to Citizens Bank, each can stop into the bank and complete signature cards.

i. Other unfinished business as needed :

None discussed.

VI. New Business

a. Assignment of Commissioner Positions

Ray Morris reported the Hartly Town Council currently has two open commissioner positions and Rebekah Legar, whom meets all council requirements, has indicated her desire to serve as a Hartly Town Commissioner. Ray Morris motioned that Rebekah Legar be sworn in as Commissioner. Suzanne Morris 2nd motion. Motion passed.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

Mark Maguire, as current Town President issued the Oath to Rebekah, however an more formal ceremony will be repeated at August Town Meeting.

Ray Morris motioned that Mark Maguire remain as President, Suzanne Morris as Treasurer, Rebekah Legar as Town Clerk/Secretary, and Ray Morris as Public Works. Suzanne Morris 2nd the motion, Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

b. Kent County – 1% Real Estate Transfer Tax

Kent County is requesting a formal notification, on Town letterhead, notifying them the Town of Hartly Real Estate Property tax is 1% of the real estate sale. Suzanne motioned that the Town Clerk drafts a letter to Kent County stating that the Town of Hartly collects 1% of the Real Estate Transfer Tax fee and the President will sign it. Ray Morris 2nd the motion. Motion Carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

c. 2017 Property Taxes (Issue in August)

Ray Morris motioned that 2017 property taxes be prepared to include the 2017 Street Light fees that are past due and any past due property taxes. Invoices will be prepared for distribution in August. Rebekah Legar 2nd the motion. Motion Carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			

Ray Morris	X			
Rebekah Legar	X			

d. 2018 Budget Draft

Suzanne Morris prepared a draft 2018 Budget for discussion. Council discussed proposals. Suzanne will distribute draft of budget to commissioner for discussion and public reading at August Meeting.

e. Other new business as may be necessary for discussion and/or action

- Discussion regarding requests for links on Town of Hartly website. Suzanne Morris motioned not to add the hyperlinks to the website and to only permit other .gov or .state or federal type hyperlinks. Rebekah Legar 2nd motion. Motion Carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

- Discussion regarding DLLG membership for upcoming year. Suzanne Morris motioned that we not reinstate the Town's membership with DLLG for this year. Ray Morris 2nd. Motion Carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

VII. Public Comment / Council Member Comment

- Fire Company back parking lot lights have been changed to LED. They contacted the Harrington office for Delmarva and they will schedule a time to have the bulbs changed. Suzanne Morris will contact Delmarva to inquire about changing town street lights.
- Ray Morris welcomes Rebekah Legar to the Council.

VIII. Adjournment

Ray Morris motioned, Suzanne Morris 2nd, to adjourn, motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

